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THE FRIDAY LETTER

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Administrator Addresses All Employees on '91 Budget

With Federal employees concerned about possible furloughs, Administrator **Betty Jo Nelsen**, met on August 20 with all employees to talk about the '91 budget. Some Federal workers had begun receiving notices of a possible furlough, and **Betty Jo** said she felt it was important to bring FNS employees up to speed on the current budget situation.

"The last time we met to discuss the '91 budget, I was quite optimistic and though Congress has been on vacation from negotiations, I'm still optimistic," said **Nelsen**. She explained that Congress had agreed to meet right after Labor Day to resume the budget negotiations. "From experience, politicians don't make hard decisions until the last possible moment," said **Nelsen**.

Despite her optimism, **Betty Jo** said she felt it was her responsibility as a manager to plan ahead. She has been meeting with senior management to

develop a plan in the event that Congress fails to pass a '91 budget that can be signed by the President before October 1. The plan, submitted this past Wednesday to the Department for approval, has two parts: (1) impact on FNS programs and benefits to clients, (2) impact on employees and operating budget.

Betty Jo went on to explain that if the Congress/President fail to pass a budget by October 1, but provide funds to operate the Federal Government by a continuing resolution, then FNS must cut its October expenditures for salary, expenses and operations by 31.9%, which is \$2.9 million per month.

"We will make all cuts possible in our operating budget such as cutting travel 90%, no buying of supplies, no contracts with consultants for training or special assistance," said **Nelsen**. "But even after we have done all these things, including institution of a hiring freeze effective

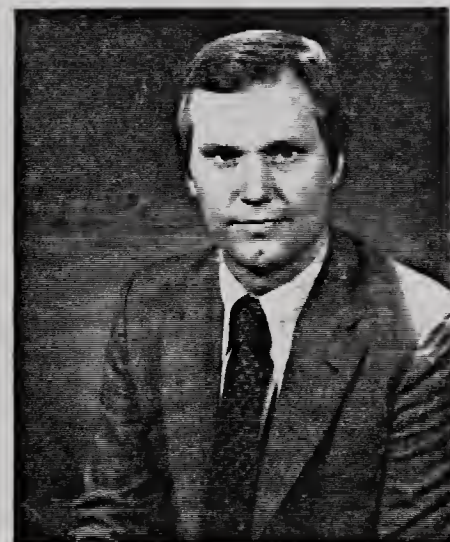
August 17, we still do not meet the \$2.9 million."

She went on to explain that a furlough program would then come into effect to save money by reducing salary costs. By September 1 every Federal employee will receive a letter explaining that up to 22 days of furlough may be necessary in the first quarter of the fiscal year. This letter is required by law and it will state the maximum consequences of what will happen without a budget.

Betty Jo said she has also been working closely with the union to discuss all aspects of the plan.

"Our primary concern is our employees, and I wanted to share our early thoughts on our 'what if' planning," said **Nelsen**. Subsequent meetings about the plan will be held as soon as the Department has cleared it, which should be after Labor Day.

The Personnel Division will be setting up an Employee Hotline for employees to call if they have questions concerning the furlough.



Braley Named Associate Administrator

George A. Braley has been named Associate Administrator. **Braley**, who has been associated with FNS since 1972, has been serving as acting Associate Administrator since January of 1989.

Administrator **Betty Jo Nelsen**, in announcing **Braley's** appointment, cited both his ability as an administrator and his thorough knowledge of FNS programs and operations.

"Everyone respects the job that **George** has done at the Food and Nutrition Service for the last 18 years," **Nelsen** said. "He has a strong commitment to our clients and cooperating agencies, and I am pleased to have him as the Associate Administrator."

Before moving into the role of acting Associate Administrator, **Braley** served for eight years as FNS' Deputy Administrator for Special Nutrition Programs, overseeing the National

School Lunch Program, the Supplemental Food Program for Women, Infants and Children (WIC), and the Food Distribution Program, among others. He also worked as a program analyst in the agency's Office of Analysis and Evaluation, and as a program specialist in the Child Nutrition Division.

Braley was appointed to the Senior Executive Service in 1984. He has received awards for exceptional performance each year since then, including the prestigious Presidential Rank Award for Meritorious Service in 1986.

Born in Riverdale, MD, Braley earned a bachelor's degree in economics from the University of Maryland, and a master's degree in public administration from the Pennsylvania State University. He lives with his wife and three children in Oakton, VA.

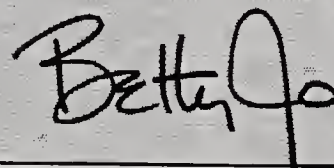
Speaking personally...

Work force diversity is more than gender and skin color. I want to share with you two paragraphs from a book I'm currently reading:

"The simple act of recognizing diversity in corporate life helps us to connect the great variety of gifts that people bring to the work and service of the organization. Diversity allows each of us to contribute in a special way, to make our special gift a part of the corporate effort."

"Understanding and accepting diversity enables us to see that each of us is needed. It also enables us to begin to think about being abandoned to the strengths of others, of admitting we cannot know or do everything."

by Max DePree, CEO, Herman Miller Corp.



ON THE HILL

by Bob Beard

Budget Action To Date:

With Congress not in session until the first week in September, it may be useful to review what action has been taken on the Fiscal

Year 1991 budget. So far, only the House has acted on an appropriation bill for next year. The House passed H.R. 5268 on July 18, 1990.

The bill appropriates over \$29 billion for food programs, a significant portion of the bill's total of nearly \$50 billion. Among the provisions are \$19.1 billion for the Food Stamp Program, but with a catch that \$2.1 billion is to be held "in escrow" until it is needed. There is also an increase for the WIC program to \$2.4 billion. In WIC, too, there is a reserve amount, \$25 million, to be used only for "unanticipated expenses". Child Nutrition Programs would be funded at \$5.3 billion. The bill as it passed the House is well above

the Administration's targets for food programs.

The floor debate on the Agriculture Appropriations bill was very interesting. There were several attempts by members to cut spending by "across the board" reductions of 7.7 percent, then 5 percent, and then 2 percent (except WIC). When all of these measures failed, there was yet another attempt to cut spending. An amendment was proposed to cut spending by 0.0000000002 percent, or by \$19.90. Although the \$19.90 reduction amendment garnered 175 votes, 214 members voted against it and in the end, the bill passed with no spending reductions.

Work Force Diversity Update

The Work Force Diversity Task Team met for the second time at Park Office Center to continue its mission of providing the Administrator with strategies to achieve and effectively manage a diversified FNS work force while providing fair treatment for all employees and program participants. Having identified the barriers and four areas for analysis at the first meeting, the Task Team spent the week identifying strategies and action steps to overcome those barriers.

The Task Team has given itself standards for coming up with strategies and action plans in the four areas for analysis:

Four Areas for Analysis

1. Recruitment and Hiring
2. Retention of good employees
3. Organizational culture (what makes FNS who we are).
4. Fairness in delivery of program benefits.

Standards for All Strategies and Action Plans

1. Addresses Work Force/Program Delivery Issues.
2. The strategy is doable.
3. Will result in desired change.
4. Where appropriate, identify short- and long-range term aspects.

Adis Vila, Assistant Secretary for Administration, USDA, met with the Task Team. She assured the group that the Secretary of Agriculture is serious about achieving work force diversity and fairness in the delivery of program benefits.

The Task Team took advantage of **Ms. Vila's** visit to voice a longtime frustration of not being able to convert the bulk of our work force from the GS-120 Food Program Specialist series to a GS-345 Program Analyst classification. **Ms. Vila** said that if FNS did the homework for her office, **Betty Jo Nelsen** may present that information to her to pass on to **Constance Newman**, Director, OPM, thereby sidestepping the \$100,000 expense of OPM's previous request for OPM to study FNS's reclassification request. One of the Task Team's recommendations is for the FNS Personnel Office to update its study of the duties and responsibilities of the GS-120 series which demonstrates that FNS employees perform assignments similar or identical to Program Analyst duties.

During Assistant Secretary Vila's visit to POC, she also presented certificates of appreciation to Darlene Bryant and Larry Brantley for their staff assistance to the USDA Work Force Diversity Task Team.



EMPLOYEE PROFILE...

They Call Me "Bruise."

CAROLYN ADAMS' Black Belt Achievement has it's share of black and blue.

by Mary Morris

The 4 foot 11 "AND A HALF," **Carolyn Adams** of Headquarters' Personnel Division can honestly claim now, that "nobody bothers me." Adams is a recent black belt graduate of the **Jhoon Rhee Institute of Tae Kwon Do** (karate). "I thought I was too old to start karate in 1986 at age 48," she said, "until I saw an 80 year old woman on the television show, 'That's Incredible,' break a board with her knee using karate skills. I decided then I would go for it."

And go for it she did. The diminutive **Mrs. Adams** dedicated the better portion of the next 4-1/2 years to her study of Tae Kwon Do karate. She started out taking classes 2 to 3 times a week. As she progressed and approached her black belt attempt, she confided that she had trained up to 6 days a week.

Carolyn reminded martial art enthusiasts that karate is not just a self-defense tool; it is an art. She said that some of the forms are performed to patriotic American songs in what is known as the "martial arts ballet."

"Anybody can do it," says **Adams**. "I may not appear to be as flexible as the young people, but I can break a board and kick for a knee in self-defense. When I broke my first board, I knew this was the road I had to travel. I hear runners talk about the high they get when jogging. I think that's what I experienced."

Carolyn had a brush with disappointment on her first attempt at black belt, but didn't let that stop her. "I felt the disappointment for a few days," she said, "but soon after I won two trophies -- one for board breaking and one for the women's sparring competition. That bolstered my confidence to continue."

Her husband, **Rodney**, was very supportive of **Carolyn's** quest. He attended

many of her graduations and social events, and continued to encourage her to her ultimate goal. **Carolyn** said he had assumed a lot more of the domestic duties at home, without complaint.

Carolyn received her first level black belt just 21 days shy of her 53rd birthday. A 350 word essay on what Tae Kwan Do meant to her was required to apply for the black belt exam along with a solo performance. At the end of a 6-hour ceremony, **Carolyn** was awarded her belt by Grand Master **Jhoon Rhee** himself.

Adams continues to train, but doesn't have concrete plans to go beyond first degree black belt. To quote the karate school's student creed, she feels she has achieved "knowledge in the mind, honesty in the heart, and strength in the body."



MWRO'S BEVERLY WATTS RECEIVES WOMEN'S EQUALITY DAY AWARD

Beverly Watts, Midwest Region's Civil Rights Director, received the USDA Women's Equality Day award on August 23, 1990 during a special ceremony held at the Department to celebrate the signing of the 19th Amendment to the Constitution, which gave women the right to vote. She received the award for her dedication to the advancement of women which she has shown through volunteer service.

Prior to joining Food and Nutrition Service in 1978 she was with the Department of Health, Education and Welfare, where she served as one of the first coordinators for Title IX, which prohibits discrimination based on sex in educational programs or activities.

Beverly has been and is currently active in several major professional and civic organizations which directly impact major public and private Equal Employment policy in Chicago and the State of Illinois. Because of her leadership skills she has been recognized by many public and private organizations and agencies as outstanding in her endeavor to enhance career opportunities for women and minorities.

The 1992 World's Fair will reflect **Beverly's** input: she served as the Affirmative Action Sub-Committee Chair for the Women's Committee 1992 World's Fair responsible for developing the committee's policy advocating the inclusion of women as employees and suppliers to the 1992 World's Fair Authority, a 20 member government body appointed by

FNS' SENIOR MANAGERS MEET IN ALEXANDRIA

FNs' top management staff met in Alexandria, Virginia during the week of August 13 to discuss a wide range of issues and examine Agency workload priorities for the regions. The Regional Administrators from all seven regions travelled to Alexandria, as they do once per quarter, to meet with the Administrator, Associate Administrator, Deputy Administrators and Staff Directors to learn the status of new policy development and to provide policy makers with the regional perspective on operational concerns. The regional participants were briefed by headquarters staff on the status of the new tri-agency commodity inventory management system, WIC food inflation factor development, improved management of the Commodity Supplemental Food Program and the workload implications of P.L. 101-147 and the Farm Bill. Assistant Secretary **Bertini** spent an entire day with the FNS managers and shared her perspective on activities underway in the Agency to further the goals of the Secretary.

The Senior Executive Meeting which is held each August, like the one held last week, is also used to discuss regional workload priorities for the upcoming year. Deputy Regional Administrators from each Region and Assistant Deputy Administrators were also invited to participate because of

their role in effecting workload priority decisions. To help in the decision-making process the Office of Regional Operations compiled extensive data provided by regional and headquarters staff on workload requirements for the various functions performed by regional staffs. The meeting participants examined the workload data and discussed the relative priority of all work requirements. Final decisions on assigning priority levels to work categories were postponed until the November Senior Executive Meeting when the FY 1991 budget situation is clearer and when the regional priorities can be discussed in conjunction with headquarters priorities.

The two-day meeting also held some opportunities for socializing. The senior managers and the Office of Regional Operations hosted a pizza party for headquarters staff. About 200 FNS employees visited with the Regional Administrators and other senior officials while consuming 36 pizzas. The party was also used as an opportunity to say good-bye to **Gene Dickey**, the outgoing Regional Administrator for the Southwest Region. He was presented with a commemorative clock and subjected to some good-natured ribbing in the form of "**Gene Dickey Stories**" recounted by some of his co-workers.



the Mayor of Chicago and the Governor of Illinois.

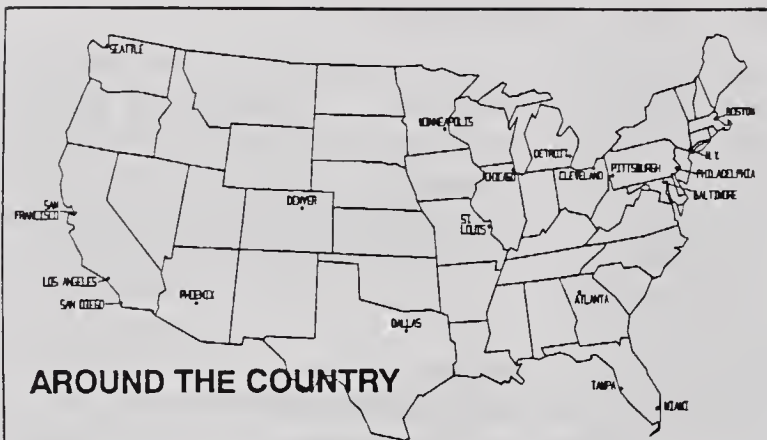
At the request of the Governor of Illinois she served from 1987-1989, under an IPA, as the Manager/Executive Secretary of the Illinois Minority and Female Business Program. While at the State she developed programs for 65 state agencies and 10 universities designed to increase purchases from minority and female business owners resulting in spending of more than \$300 million.

Beverly's professional career began as a public school teacher in Chicago and as a head start/day care activities coordinator for the Chicago Model Cities Program. In addition to her tasks as Civil Rights Director, she serves as the Midwest Regional Office's Federal Women's Program Manager.

The Food And Nutrition Service staff extends warm congratulations to Beverly for her many personal achievements and her contributions to the advancement of women and minorities in the workplace.

The Women's Equality Day Awards program is sponsored by the USDA Women's Action Taskforce (WAT). WAT is a women's organization chartered by the Department, serving USDA women for 18 years with awards, programs, training and scholarships.





--The New York WIC Program and New York's Center for Community Health have joined forces to combat one of the major public health challenges of this decade: the immunization of preschool children. Since recent statistics indicate that 57% of the preschool children infected with measles have had contact with a local WIC Program, the WIC Program will play a major role to immunize children. A "Measles Alert in New York City" bulletin, in English and Spanish, providing a telephone number on locating free immunization clinics, and a recommended immunization schedule and an immunization record will be provided to all participants.

--On August 17, Assistant Secretary Bertini was in Pierre, South Dakota to present an enhanced funding check for \$373,931 to Lt. Governor Walter Dale Miller and James Ellenbecker, Secretary of the South Dakota Department of Social Services as a result of their low Food Stamp Quality Control error rate.

--Bertini gave the keynote address at the APWA's State Food Stamp Directors meeting, on August 20, in Rapid City, South Dakota.



PROGRAM NEWS

Special Nutrition

--Birge Watkins and Stan Garnett met with Martin Sorkin to discuss a new soy based "veggie burger" mix produced by Archer Daniels Midland Company. FNS will test the product in its kitchens. An initial taste test at the Watkin's household was surprisingly favorable.

--Birge Watkins met with the Vice President of Pizza Hut and other representatives of the company to discuss their growing interest and participation in the National School Lunch Program. A number of serious cross-cutting issues that affect their participation are being addressed by FNS and the Food Safety and Inspection Service.

--The Food and Nutrition Labeling Group, a coalition of consumer and health organizations including Public Voice has agreed to support H.R. 3562, the "Nutrition Labeling Act of 1989," sponsored by Rep. Waxman (D-CA) and Madigan (R-Ill). The Hill requires mandatory nutrition labeling and preempts states from establishing requirements for nutrition labeling and health claims that differ from Federal requirements. The Group supports limited preemption that applies to nutrition labeling only. Public Voice believes states must maintain the right to pass strong food safety laws since "federal laws remain deficient" regarding food safety.

Food Stamp Program

--Smith Food and Drug Stores, a major chain in the West, agreed to participate in New Mexico's EBT project. The large supermarket chains were very hesitant to sign up, so this represents a major breakthrough. Two other large chains are expected to follow soon. Independent Food Retailers have been more enthusiastic, 110 have signed up thus far. The project will start September 1st.

Office of Analysis and Evaluation

--On July 31, a report was submitted to Congress entitled Recent Trends in Food Stamp Program Participation. Participation in the Food Stamp Program has grown dramatically in the past year, and the report examines the possible causes for the increase. OAE and Public Information have been "flooded" with calls wanting copies of this report. There is a limited number of copies of the report available. Copies have been sent to all the Regional Administrators, Program Directors and State Agencies.

Betty Jo co-chaired the National Advisory Council on Maternal, Infant, and Fetal Nutrition which met at FNS HQs August 8-10 to discuss WIC and CSFP. This year the Council will submit a biennial report to the President and Congress recommending ways the programs can be improved. The council report will contain 22 recommendations addressing a wide range of program concerns.

POINTS OF LIGHT



Some Days, Work Is Not Work At All...

Pamela Farwell (l) and **Susan Wadden** (r), co-coordinators of one more NERO 1000 Points of Light activity, take a moment to perform an "official inspection" of some of the donations destined for the children living in a homeless shelter in San Diego.

Originally, the drive for children's books, puzzles, art supplies and music materials was bound for the Philippines to assist Peace Corps volunteers in educating the children. (The international drive was coordinated through **Kara Kelly**, a Peace Corps volunteer in the Philippines and daughter of financial management's **Connie Kelly**.) But the recent political developments which resulted in the withdrawal of volunteers from the Philippines sent the NERO collectors looking for a new location.

Their choice: the Josue House in San Diego, a home-care facility for homeless persons, including children, many of whom are suffering from AIDS. The house is staffed by Peace Corps type volunteers who will use the materials to help the children.

"This is just another shining instance of NERO employees generously reaching out to help others" said **Harry McLean**, Administrator.

FROM THE HEALTH UNIT...

Sign Up for the Wellness Program

FNS is offering a voluntary health screen on September 12 from 8:30-10:30, in the 4th floor conference room. You can reduce the complications of serious disease through early detection of warning signs that may exist.

The results of this simple blood test are confidential and mailed directly to your home.

In less time than it takes for a coffee break, you'll be on your way to a fuller understanding of your health.

To sign up, come by the Health Unit-Room 218, or call 756-6000. The cost is \$25-\$35, pay by cash, check or credit card. A body fat analysis costs \$15..

Coming soon...

Look in the next issue for a special speaker coming to FNS to talk to us about cholesterol!



DID YOU KNOW THAT YOU CAN PUT SUGGESTIONS IN THE SUGGESTION BOX THROUGH CC MAIL? NEXT TIME YOU'RE IN CC MAIL....LOOK FOR "SUGGESTION BOX"!

TOASTMASTERS



Next Meetings: 12:00-1:00
August 28 - 4th FL. Conf. Rm A.
September 4 - TBA

Friday Letter Vacancy Listing by Vacancy Number

JOB TITLE	AREA OF CONSID.	SERIES	GRADE	CLOSING DATE	VACANCY NUMBER	OFFICE LOCATION
• Supvry Home Economist	(A)	GM-0493	14	09/24/90	90-H-89*	HNIS
• Financial Mgmt. Spec.	(FNS-N)	GS-0501	13	09/05/90	90-107	ADD
• Food Program Spec.	(A-LCA)	GS-0120	5/7/9	09/10/90	90-108	CND
• Home Economist	(A)	GS-0493	7/9	09/18/90	90-H-109	HNIS
• Secretary Typing	(A)	GS-0318	10	09/18/90	90-110	OAE
• Supvry Prog. Analyst	(FNS-HQ)	GM-0345	14	09/10/90	90-111**	OAE

AREA OF CONSIDERATION

(A)	- All Sources
(FNS-HQ)	- Food and Nutrition Service-Hdqrs wide
(FNS-LCA)	- Local Commuting Area

OFFICE LOCATION

OAE	- Office of Analysis and Evaluation
ADD	- Accounting Division
CND	- Child Nutrition Division
HNIS	- Human Nutrition Information Service

NOTICE...

The Summer of Caring Food Drive has been extended through the month of September. Bins have been placed on all floors near the elevators for your convenience.

...and we thank you for your support!

* - Reannounced to extend the Area of Consideration

** - Temporary NTE 120 days

Darlene L. Barnes, Editor
David K. Warner, Desktop Designer
Pam Faith, Photography

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Upcoming Events...

SEPTEMBER

3	Labor Day
5-7	California Food Stamp Management Conference, San Francisco, CA
9-12	APWA Information Systems Management Conference, Seattle, WA
17-19	MPRO WIC Breastfeeding Promotion Rapid City, SD
ALL MONTH	"Summer of Caring Food Drive"